COUNTY OF LOS ANGELES
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April 4, 2008

To: Supervisor Yvonne B. Burke, Chair
        Supervisor Gloria Molina
        Supervisor Zev Yaroslavsky
        Supervisor Don Knabe
        Supervisor Michael D. Antonovich

From: Richard Sanchez
        Interim Chief Information Officer

Subject: **LAPTOP ENCRYPTION SOFTWARE – FINAL REPORT**

On May 8, 2007, the Board approved Board Policy 6.110 – Protection of Information on Portable Computing Devices, which requires that all County laptop computers be encrypted to protect any and all information that is contained on them. Your Board also approved $791,136 from the Information Technology Fund (ITF) to acquire encryption software licenses and implementation services for the initial deployment on County laptops and selected desktop computers.

My Office coordinated the countywide deployment of laptop encryption software to comply with the policy and your Board requested monthly progress reports on this effort.

Status

We are pleased to report that currently 34 departments have completed encrypting their laptops with the County standard Pointsec encryption software, representing approximately 92 percent of all laptops targeted for encryption. Attached is a detailed status by department. Seven departments have an incomplete status and they have represented that their laptop encryption activities will be finalized by April 30, 2008. The majority of the laptops with an incomplete status have been delayed due to logistical problems involving retrieval of these devices from the end users. My Office will track the remaining departments' status until completion.

Next Actions

To ensure ongoing compliance of Board Policy 6.110, Departments will be responsible for:

- Encrypting any new laptops added to their inventory prior to releasing them to end users; and

- Deploying encryption software on applicable removable storage devices.

These actions will mitigate any unauthorized access to County sensitive/confidential information. My Office will continue to monitor Department compliance activities through our information security assessment reporting.

If you have any questions, please call Robert Pittman, Acting Chief Information Security Officer, at (562) 940-2724.

RS:RP
GM:ygd

Attachment

c: William T Fujioka, Chief Executive Officer
       Ellen Sandt, DCEO, Operations
       Raymond G. Fortner, Jr., County Counsel
       Sachi A. Hamai, Executive Officer, Board of Supervisors

P:\Drafts\Board Memo-Encryption Progress 0403.doc

PORTABLE DEVICE ENCRYPTION BY DEPARTMENT				
Departments	Laptops	Laptops Encrypted	To Be Completed	Planned Completion Date
Agric.Commissioner/Wgts & Meas.	52	52	0	Complete
Affirmative Action & Compliance*	33	33	0	Complete
Alternative Public Defender	30	30	0	Complete
Animal Care and Control*	17	17	0	Complete
Assessor	320	320	0	Complete
Auditor-Controller	135	135	0	Complete
Beaches and Harbors*	9	9	0	Complete
Board of Supervisors - Exec Office	51	51	0	Complete
Chief Executive Office	81	81	0	Complete
Chief Information Office*	25	25	0	Complete
Child Support Services	118	118	0	Complete
Children and Family Services	225	192	33	4/30/2008
Community Development Comm.	175	175	0	Complete
Community & Senior Services*	213	213	0	Complete
Consumer Affairs*	14	10	4	4/15/2008
Coroner*	78	78	0	Complete
County Counsel	20	20	0	Complete
District Attorney	742	306	436	4/30/2008
Fire	350	350	0	Complete
Health Services	940	940	0	Complete
Human Relations Commission*	6	6	0	Complete
Human Resources	97	97	0	Complete
Internal Services	677	538	139	4/30/2008
Information Systems Advisory Body	5	5	0	Complete
Mental Health	300	300	0	Complete
Military and Veterans Affairs*	4	4	0	Complete
Museum of Art	0	0	0	N/A
Natural History Museum	20	20	0	Complete
Ombudsman*	2	2	0	Complete
Parks and Recreation	83	83	0	Complete
Probation	800	800	0	Complete
Public Defender	850	700	150	4/30/2008
Public Health	857	842	15	4/30/2008
Public Library	209	209	0	Complete
Public Safety	36	36	0	Complete
Public Social Services	703	703	0	Complete
Public Works	240	240	0	Complete
Regional Planning	65	65	0	Complete
Registrar-Recorder/County Clerk	105	105	0	Complete
Sheriff	1000	964	36	4/30/2008
Treasurer-Tax	32	32	0	Complete
Consolidated Computer Purchase**	200	200	0	Complete
GRAND TOTAL:	**9,919**	**9,106**	**813**	**92%**

FOOTNOTE:
* Reflects ISD Information Technology Shared Services (ITSS) departments
** Software licenses allocated for future use that is not assigned to a specific department.